



AIR NATIONAL GUARD (ANG) ACTIVE DUTY FOR OPERATIONAL SUPPORT (ADOS) ANNOUNCEMENT

IAW the ADOS Application Procedures

Please submit complete ADOS applications as 1 PDF to usaf.jbanafw.ngb-hr.mbx.HR-ADOS@mail.mil

If unable to encrypt or the application is over 4MB, please forward via <https://safe.amrdec.army.mil/safe/> to the above address

<u>ANNOUNCEMENT NUMBER:</u>	19-153
<u>CLOSE OUT DATE:</u>	Open Until Filled
<u>POSITION TITLE:</u>	Chief, Financial Improvement & Audit Readiness Section (NGB/A4)
<u>POSITION INFORMATION:</u>	Length: 30 Sep 20 - Tour intent is multiple years, can be filled immediately. Pending Funding and Airman's continued eligibility. ADOS, Title 10 - 12301d
<u>RANK/GRADE REQUIREMENT:</u>	Capt
<u>AFSC REQUIREMENT:</u>	21A or 21R or 31P or 65F
<u>SECURITY CLEARANCE REQ:</u>	Secret
<u>LOCATION:</u>	ANGRC, Joint Base Andrews, MD
<u>WHO MAY APPLY:</u>	Qualified ANG members only

POC Position: NGB/A4P, Chief, Resources Division, Mr. Anthony Mauna, DSN 612-8338, anthony.n.mauna.civ@mail.mil

Position Description (Duty Description): To perform duties as Chief, Financial Improvement & Audit Readiness (FIAR) section; assisting NGB A4P with audit sampling and tracking of ANG units and improving the auditability by conducting testing of the financial processes and systems for the Air National Guard. Manage FIAR Program Management section. Detailed knowledge of ANG Logistics, Installations

and Comptroller functions (i.e., budget, accounting, quality assurance). Working knowledge and understanding of Air Force and ANG entitlement guidance and processes. Ability to translate questions from auditors to ANG A4 and effectively communicate audit requirements between NGB Directorates, and auditors.

Workload is dependent upon audit cycles and sampling by SAF/FM. Change in volume is expected. Workload fluctuations are managed by NGB A4P office. Assists in advising the A4 leadership regarding direction, control, analysis, execution, training and stewardship of the Air National Guard's FIAR samplings for A4. Maintains frequent interface with SAF FM and HAF A4 FIAR POC, NGB personnel on fiscal issues and systems actions. Interact and coordinate with NGB A4 personnel on a daily basis to effectively advise on FIAR audits and conduct self-improvement testing for A4. Translate and prescribe financial requirements for the auditability and testing of A4 personnel.

1. Advises on the planning, organizing of efforts to comply with SAF/FM and HAF A4 guidance and to achieve organization and customer needs.
2. Participates in meetings to support FIAR objectives and relate FIAR requirements to stakeholders.
3. Leads in the planning, organizing, and implementation of FIAR audits throughout the A4P. This involves coordinating, reviewing, tracking and providing metrics on the passing rate and turn-around time of audit samples.
4. Provides status updates on future, current and past FIAR audits to NGB leadership. Develop and maintains A4 FIAR roadmap.
5. Composes correspondence in response to FIAR audits and NGB FIAR office level questions.
6. Analyzes trends on FIAR audits and elevates training deficiencies to the appropriate branch for resolution.
7. Coordinates review of audit requirements with NGB FIAR office to ensure the appropriate documentation for successful review and completion of audits.
8. Review and provide input to supervisors on policy, guidance, and instructions to ensure timely updates are made, clarity in wording, and compliance within A4.